



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**DAVAO OCCIDENTAL DISTRICT ENGINEERING OFFICE**  
Brgy. Buhangin, Malita, Davao Occidental ,REGION XI



Name of Procuring Entity : DPWH DAVAO OCCIDENTAL RFQ No. : CID No. 24GLE0165  
Revised on : \_\_\_\_\_ PR No. : PR 24-10-0194  
Standard Form / Title : REQUEST FOR QUOTATION Office/End-user : Administrative Section

COMPANY NAME : \_\_\_\_\_  
ADDRESS : \_\_\_\_\_  
TEL. NO./FAX NO. : \_\_\_\_\_

TIN NO. : \_\_\_\_\_

Terms and Conditions :	<p>Please quote your lowest price on the item(s) listed below, subject to the Terms &amp; Conditions stated below and submit your quotation duly signed by your representative not later than 02:00 P.M. of , <b>November 14, 2024</b> in the return envelope attached herewith to the BAC Secretariat for Goods, DPWH Davao Occidental.</p> <p><b>MICHAEL P. AWA</b> BAC Chairman</p>
1) All entries must be type written or legibly written.	
2) Delivery period within <u>10 CD</u> upon receipt of the approved funded Purchase Order (PO). Administrative penalties pursuant to Sec.69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.	
3) Warranty shall be for a minimum of three (3) months for supplies & materials, one (1) year for Equipment, 3 years from IT Equipment from date of acceptance by the end-user.	
4) Price validity shall be for a period of 60-calendar days.	
5) G-EPS Registration Certificate/Mayor's Permit/DTI or SEC/TAX Clearance/Warranty Certificate shall be attached upon submission of the quotation. (certified true copy)	
6) Bidders shall submit original brochures of the product, if applicable.	
7) Please indicate the brand of each items being offered. (If applicable)	
8) The Approved Budget Ceiling for this procurement is Php. <u><b>440,588.94</b></u>	

Item No.	ITEMS and DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	<b>Common Office Supplies</b>				
OS-0014	Paper, Bond, Legal, sub-16	50	bx/s		
OS-0557	Carbon Paper, A4	5	bx/s		
OS-0019	Carbon Paper, Legal	5	bx/s		
OS-0087	Box, peerless, big	50	pcs		
OS-0097	Paper, Fastener, Plastic, 8"	24	bx/s		
OS-0095	Paper, photo, gloosy, legal	36	pack		
OS-0175	Moroco Paper, red, A4	50	rms		
CS-0008	CD-R Blank disk with cover	120	pcs		
OS-0158	Marker,whiteboard, bullet type, black	24	bx/s		
OS-0453	Marker,whiteboard, bullet type, blue	24	bx/s		
OS-0142	Paper Tagboard, legal 215.9mm x 330mm	250	pcs		
OS-0047	Envelope Expanding plastic/ transparent, legal hard, garter tie	250	pcs		
OS-0021	Paper , multi-purpose, letter, 80gsm	50	rms		
OS-0175	Paper Const. legal 220 gsm, blue, 25 pcs/pack	24	packs		
	x-x-x-x-x-x carried forward x-x-x-x-x-x				

	x-x-x-x-x-x brought forward x-x-x-x-x-x-x				
OS-0285	Paper Const. legal 220 gsm, green, 25 pcs/pack	24	packs		
OS-0286	Paper Const. legal 220 gsm, orange, 25 pcs/pack	24	packs		
OS-0287	Paper Const. legal 220 gsm, pink, 25 pcs/pack	24	packs		
OS-0682	Paper Const. legal 220 gsm, red, 25 pcs/pack	24	packs		
OS-0288	Paper Const. legal 220 gsm, violet, 25 pcs/pack	24	packs		
OS-0289	Paper Const. legal 220 gsm, yellow, 25 pcs/pack	24	packs		
OS-0290	Paper Const. legal 220 gsm, white, 25 pcs/pack	24	packs		
	<b>Janitorial Supplies</b>				
JS-0011	Fabric Contioner	6	gal		
JS-0033	Disinfectant spray, 500ml	12	btl.		
JS-0016	Insecticide spray, 500ml	12	btl.		
JS-0014	Glass Cleaner spray, 500ml	12	btl.		
JS-0013	Furniture cleaner spray, 500ml	12	btl.		
JS-0022	Alcohol, 70%, ethyl, 500ml	100	pcs		
	<b>Printing Consumables</b>				
	Brother-J6510-2012-08(10)-101C160FE62C-071 SN:E69822C2F-159798				
CS-0153	BT 6000 BK	36	btls		
CS-0154	BT 5000 Cyan	24	btls		
CS-0324	BT 5000 Magenta	24	btls		
CS-0325	BT 5000 Yellow	24	btls		
	x-x-x-x-x-x-x-x-x				
<b>Purchase of Common Office Supplies, Janitorial Supplies and Printing Consumables for use of office of the District Engineer, DPWH Davao Occidental, DEO CY 2024</b>					

: \_\_\_\_\_ Warranty : \_\_\_\_\_  
 : \_\_\_\_\_ Price Validity : \_\_\_\_\_  
 : \_\_\_\_\_ Credit \_\_\_\_\_  
 \_\_\_\_\_ C.O.D  
 Brand & Model  
 Delivery Period  
 Please indicate Payment Term

After having carefully read & accepted your General  
 Conditions, I/We quote you on the item(s) at price noted  
 above. If the space for Delivery Period, Warranty and  
 Price Validity are left blank, it means that I concur with  
 the Terms and Conditions specified by DPWH.

\_\_\_\_\_  
Printed Name over Signature/Date

Website: [www.dpwh.gov.ph](http://www.dpwh.gov.ph)  
 Local No(s).: 77823



